

**U.S. Birth Document Reference Guide
(May 1, 2019)**

Purpose:

To provide guidelines to be followed when determining whether a birth document issued by a U.S. state, jurisdiction (borough, city, county, town), or territory should be accepted.

If, after consulting this guide, you are still unable to determine whether a customer's birth document is acceptable, forward to Identification Review.

NOT ACCEPTABLE:

- ◆ Plastic credit card style "Birth Registration Cards" with punched/raised letters and numbers, issued by another state. (Virginia Birth Registration Cards are acceptable.)
- ◆ "Notification of Birth Registration" - Any style (plastic or paper) document
- ◆ Foreign Birth Certificates
- ◆ Photocopies of any birth document
- ◆ Puerto Rico birth certificates issued before July 1, 2010
- ◆ Marshall Islands, Micronesia, or Palau birth documents (These are not U.S. territories)

FORWARD TO IDENTIFICATION REVIEW:

- ◆ Any otherwise unacceptable birth document (e.g. birth registration cards or Notifications of Birth Registration) submitted by an elderly applicant born in the United States (state, jurisdiction, or territory).
- ◆ All documents presented by elderly applicants who state that they cannot present an acceptable birth document and who indicate that they were born in the United States. These customers may not be able to present an acceptable birth document because they were born before their state of birth began recording births. They may, however, be able to present alternate evidence of their place of birth. Examples of documents these customers may present include census records, military documents, or early medical records.
- ◆ Panama Canal Zone Birth Records with the U.S. Birth Record of at least one parent. Birth of applicant must have taken place prior to September 30, 1979.
- ◆ >>Virginia Certificate of Foreign Birth with disclaimer indicating that the document is not evidence of U.S. citizenship
- ◆ >>Certificate of Foreign Birth issued by another U.S. state, jurisdiction (borough, city, county, town, etc.), or territory
 - >>Please include one parent's U. S. citizenship document

U.S. State and Jurisdiction Birth Documents:

Document Title	Document Details	Document Acceptability
Birth Abstract Birth Card Certification Birth Certification Birth Registration Birth Registration Notice Certificate of Birth Certification of Birth Certificate of Live Birth Certification of Birth Record Certificate of Birth Registration Certification of Birth Registration Certification of Vital Record Certified Abstract of Birth Certified Birth Registration Certified Copy of Record of Birth Certified Transcript of Birth Copy of a Record of Birth Memorandum of Birth Record of Birth Register of Birth	Secure (Intaglio banknote) paper – Seal and signature usually part of paper	Yes
	White paper – with a raised seal, stamp, or original signature	Yes
	White paper without a raised seal, stamp, or original signature	No
	Black background with white lettering (from microfilm) with a raised seal, or stamp	Yes
	Black background with white lettering (from microfilm) without raised seal, or stamp	No
	Card / Wallet Size – printed on secure (Intaglio banknote) Paper or bearing a raised Seal, stamp or original signature	Yes
	Card / Wallet Size – Plain Paper without raised Seal, stamp or original signature	No
	Secure (intaglio banknote) paper OR with a raised seal or stamp issued by Illinois, Oregon, or Rhode Island.	Yes
	Credit card style issued by Virginia.	Yes
	Credit card style from any other state, jurisdiction (borough, city, county, town,) or territory.	No
Birth Registration Card		

Document Title	Document Details	Document Acceptability
Commemorative Birth Records	With a raised seal, stamp or original signature	Yes
	Without a raised seal, stamp or original signature	No
Questionable language on any United States birth record	For example: "This document is not a birth certificate", "Not to be used for legal purposes", "For Government Use Only", "This copy is sent without charge. If the certificate contains any errors, return this copy with the correct information...", "To obtain an official or certified copy of this record contact our VR office", "Not to be used for identification purposes", "Not proof of citizenship", etc.	No
Notification of Birth Registration Notice of Registration of Birth	All (See "Forward to Identity Review – Pg. 1)	No

U.S. Territory Birth Documents:

U.S. Territory	Document Title	Document Acceptability
American Samoa	Any official birth document	Yes
Guam	Any official birth document	Yes
Northern Mariana islands	Any official birth document	Yes
Puerto Rico	<p>"Certificate of Birth" <u>Issued on or after July 1, 2010</u></p> <p>Important Note: Puerto Rico Birth Certificates issued before July 1, 2010 are NOT acceptable.</p>	Yes
U.S. Virgin islands	Any official birth document	Yes